

RANDOLI II E. SHELTON, JR., Attorney,

Defendant

Plaintiff, complaining of Defendant, alleges and says:

- 1. Plaintiff, the North Carolina State Bar ("State Bar"), is a body duly organized under the laws of North Carolina and is the proper party to bring this proceeding under the authority granted it in Chapter 84 of the General Statutes of North Carolina, and the Rules and Regulations of the North Carolina State Bar (Chapter 1 of Title 27 of the North Carolina Administrative Code).
- 2. Defendant, Randolph E. Shelton, Jr. ("Shelton"), was admitted to the North Carolina State Bar in 1975 and is, and was at all times referred to herein, an attorney at law licensed to practice in North Carolina, subject to the laws of the State of North Carolina, the Rules and Regulations of the North Carolina State Bar and the Rules of Professional Conduct.

Upon information and belief:

3. During all or part of the relevant periods referred to herein, Shelton was engaged in the practice of law in the State of North Carolina and maintained a law office in Moore County, North Carolina.

#### FIRST CLAIM FOR RELIEF

- 4. Paragraphs 1-3 are incorporated as if fully set out herein.
- 5. Shelton qualified as the personal representative of the Estate of Mark Alan Westbrook ("the Estate"), Moore County file 06 E 608, on or about September 18, 2006.
- 6. On or about October 18, 2007, Shelton was given Notice to File a Final Account in the Estate within thirty (30) days.

- 7. On or about December 4, 2007 the Clerk of Court found that Shelton had failed to file the final account for the Estate as required by law and ordered that he file the final account within twenty (20) days.
- 8. On or about February 5, 2008 the Assistant Clerk of Court found that Shelton had willfully failed and refused to file the final account as previously ordered by the Clerk of Court and that Shelton was in default of the Order of the Court.
- 9. Shelton was ordered to personally appear before the Clerk of Court on March 11, 2008 at 10:00 a.m. to show cause why he should not be removed as personal representative of the Estate and attached for contempt for failure to comply with the Order of the Court.
- 10. Shelton failed to appear on March 11, 2008 before the Clerk of Court as required by the Order to Show Cause.
- 11. At the show cause hearing on March 11, 2008, the Clerk of Court found that Shelton had willfully failed to comply with the Order of the Court to file an Account and was held to be in Civil Contempt.
- 12. Shelton was removed as personal representative of the Estate by the Clerk of Court.
- 13. After a new personal representative for the Estate was appointed, questions were raised regarding Shelton's handling of the sale of a business that was an asset of the Estate.
- 14. During the time he was the personal representative of the Estate, Shelton conducted the closing for the sale of a business, the Broad Street Bar and Grill, on or about January 26, 2007.
- 15. Shelton prepared a settlement statement for the transaction. A true and accurate copy of the settlement statement is attached hereto as Exhibit A.
  - 16. Exhibit A shows the following:

Contract Price: \$90,000.00

Attorney Fees for Buyer: \$975.00

Attorney Fees for Seller: \$975.00

- 17. The closing statement was signed by Phil Peterson on behalf of the buyer and by Shelton on behalf of the seller, the Estate of Mark Allen Westbrook.
- 18. Shelton failed to disburse the funds from the sale of the business to the Estate until June 5, 2008, subsequent to being removed as the personal representative of the Estate.

- 19. In June 2008, Shelton prepared a second and different settlement statement for the sale of the business which he had earlier closed on January 26, 2007. A true and accurate copy of the second settlement statement is attached hereto as Exhibit B.
- 20. The two settlement statements, Exhibit A and Exhibit B, are different in the amounts charged the buyer and seller for certain costs.
- 21. The June 2008 HUD-1 Settlement Statement, Exhibit B, shows a charge to the Seller for document preparation in the amount of \$1,950.00, which had not been charged to the Seller during the closing on January 26, 2007.
- 22. The June 2008 HUD-1 Settlement Statement, Exhibit B, shows a charge to the Buyer for attorney fees to Shelton in the amount of \$2,200.00, an increase of \$1,225.00 over the attorney fees charged to the Buyer during the January 26, 2007 closing.
- 23. Shelton explained the discrepancy in his charges to the Seller-Estate, in part, as follows:
  - "My fee was changed to reflect not only my fee for the bar closing but also my fee for the remaining work which I had done on behalf of the estate (will probate, dealing with creditors, etc.)."
- 24. Shelton failed to seek approval of his collection of legal fees from the Estate from the Clerk of Superior Court as required by N.C. Gen. Stat. 28A-23-4.
- 25. Shelton received \$1,950.00 in entrusted funds of the Estate to which he was not entitled because the Clerk of Court had not approved any attorney fees to be paid to Shelton.
- 26. During the time that Shelton was the personal representative of the Estate he held the proceeds from the sale of the business in his trust account.
- 27. During this time he disbursed funds from the trust account by checks that failed to identify the client whose funds were being disbursed, including checks to himself which did not identify the client.
- 28. During the time that Shelton was the personal representative of the Estate and received the proceeds from the sale of the business, he failed to maintain these entrusted funds by allowing the balance in his trust account to fall below the minimum amount he should have been holding for the Estate during the time he was making disbursements for the Estate.
- 29. On or about March 20, 2009, Shelton was served with a letter of notice in State Bar grievance file number 08G0728 ("grievance").
- 30. Shelton's response to the letter of notice was due on or about April 4, 2009.

- 31. Shelton failed to respond to the letter of notice by April 4, 2009.
- 32. On or about May 5, 2009 the State Bar sent Shelton a follow up letter asking him to respond to the letter of notice by May 15, 2009.
  - 33. Shelton failed to respond by May 15, 2009.
  - 34. On or about July 24, 2009 Shelton responded to the letter of notice.
- 35. On or about January 25, 2010, State Bar staff counsel sent Shelton a letter asking for documentation showing receipt and disbursement of funds for the Estate.
- 36. On or about January 27, 2010 State Bar staff counsel sent Shelton a letter with specific inquiries, including an explanation for his unilateral changes to the settlement statement signed by the parties and his collection of his legal fees from the sales proceeds.
  - 37. Shelton's response was due by February 26, 2010.
- 38. On or about February 26, 2010, Shelton contacted staff counsel and stated that he was going to meet with attorney Emily Tobias ("Tobias") on or about March 1, 2010 and would respond to the January 27, 2010 letter after their meeting.
  - 39. Shelton failed to respond to the January 25, 2010 letter.
  - 40. Shelton failed to respond to the January 27, 2010 letter.
- 41. On or about March 31, 2010, Shelton was served with a subpoena requiring his appearance on April 29 2010, production of documents and written response to the State Bar's January 27, 2010 letter.
- 42. Shelton appeared on April 29, 2010 but failed to produce all of the subpoenaed documents or the written response to the January 27, 2010 letter.
- 43. Shelton was given until May 10, 2010 to produce the documents and written response by letter dated April 30, 2010.
- 44. Shelton failed to produce the documents or the written response by May 10, 2010.
- 45. On or about December 11, 2010, Shelton was served with a supplemental subpoena requiring production of additional documents, identification of clients for unidentified disbursements, and a written response to the accompanying letter dated December 10, 2010.
- 46. In the letter accompanying the subpoena, Shelton was asked to explain the following:

- Why the single ledger balance report for the closing showed a deposit of \$92,000.00 yet the bank records showed only a deposit of \$90,000.00.
- Why numerous checks from his trust account did not identify from which client balances the disbursements were made.
- Why there was a failure to continuously maintain minimum balances in his trust account for the proceeds received from the closing.
- Why there was a failure to identify clients on disbursement checks from his trust account.
- Whether he had explanations for the State Bar's concerns that various Rules of Professional Conduct had been violated.
- 47. Shelton's production of documents and response to the letter was due on January 10, 20111
- 48. Shelton failed to appear and produce the requested documents on January 10, 2011 as required by the subpoena and failed to respond to the letter of December 10, 2010.

THEREFORE, Plaintiff alleges that Defendant's foregoing actions constitute grounds for discipline pursuant to N.C. Gen. Stat. § 84-28(b)(2) in that Defendant violated the Rules of Professional Conduct in effect at the time of the conduct as follows:

- (a) By failing to timely respond to the letter of notice, various requests for information and failing to comply with subpoenas from the North Carolina State Bar, Shelton failed to respond to lawful demands for information from a disciplinary authority in violation of Rule 8.1 (b);
- (b) By failing to carry out his duties as a personal representative for the Estate of Mark Allen Westbrook and being held in civil contempt by the Clerk of Court, Shelton engaged in conduct that is prejudicial to the administration of justice in violation of Rule 8.4 (d);
- (c) By allowing his trust account balance to fall below the minimum balance he should have been holding for the estate, Shelton failed to hold and maintain entrusted property in violation of Rule 1.15 (a);
- (d) By disbursing funds from his trust account that failed to identify the client whose funds were being disbursed, including checks to Shelton which did not indicate the balance on which the check was drawn, Shelton failed to keep the minimum records required for general trust accounts in violation of Rule 1.15-3 (b) and made disbursements from his trust account payable to himself that did not indicate the client balance on which the instrument was drawn in violation of Rule 1.15-2 (h); and

(e) By taking \$1,950.00 in entrusted funds to which he was not entitled, Shelton misappropriated entrusted funds in violation of Rule 1.15-2(a) & (j) and Rule 8.4(c).

#### SECOND CLAIM FOR RELIEF

- 49. Paragraphs 1-48 are incorporated as if fully set out herein.
- 50. Shelton was the closing attorney for a real estate transaction in which Elizabeth Foster ("the Seller") sold real property located on US Highway 1, Southern Pines, NC to SLK2, LLC ("the Buyer") or about April 15, 2010.
  - 51. As the closing attorney, Shelton represented the Buyer.
- 52. Shelton prepared a HUD-1 Settlement Statement for the transaction which showed receipt of cash and disbursements for the transaction. A true and accurate copy of the HUD-1 Settlement Statement is attached hereto as Exhibit C.
- 53. The HUD-1 Settlement Statement shows that Shelton collection \$910.00 for title insurance from the Buyer and disbursed \$910.00 to Fidelity National Title Insurance Company for the Buyer's title insurance.
- 54. Shelton failed to apply for title insurance for the Buyer until approximately 4 months after the closing.
- 55. Shelton failed to respond to the buyer's requests for information and the title policy.
- 56. On or about August 20, 2010, Shelton was served with a letter of notice from the State Bar which requested the production of documents with his response.
  - 57. Shelton failed to produce the documents requested in the letter of notice.
- 58. On or about October 7, 2010, the State Bar sent Shelton a letter asking him to produce documents relating to the closing.
- 59. Shelton failed to respond to the October 7, 2010 letter and failed to produce the requested documents.
- 60. On or about December 11, 2010, Shelton was served with a subpoena that required his appearance and production of documents on January 10, 2011.
- 61. Shelton failed to appear on January 10, 2011 and did not produce the requested documents.

THEREFORE, Plaintiff alleges that Defendant's foregoing actions constitute grounds for discipline pursuant to N.C. Gen. Stat. § 84-28(b)(2) in that Defendant violated the Rules of Professional Conduct in effect at the time of the conduct as follows:

- (a) By failing to complete the work for the title insurance policy and failing to respond to the buyer's repeated requests for information, Shelton failed to act with reasonable diligence and promptness in representing a client and failed to comply with reasonable requests for information in violation of Rule 1.3 and Rule 1.4;
- (b) By failing to timely complete the work for the title insurance policy and disburse the funds received from the buyer for title insurance, Shelton failed to identify, hold and maintain the property and failed to promptly pay or deliver the entrusted property in violation of Rule 1.15-2 (a) and (m); and
- (c) By failing to provide the documents requested by the North Carolina State Bar in the letter of notice, by failing to respond to a further request for information and by failing to comply with a subpoena, Shelton failed to respond to a lawful demand for information from a disciplinary authority in violation of Rule 8.1 (b).

### WHEREFORE, Plaintiff prays that:

- (1) Disciplinary action be taken against Defendant in accordance with N.C. Gen. Stat. § 84-28(a) and § .0114 of the Discipline and Disability Rules of the North Carolina State Bar (27 N.C.A.C. 1B § .0114), as the evidence on hearing may warrant;
- (2) Defendant be taxed with the administrative fees and costs permitted by law in connection with this proceeding; and
- (3) For such other and further relief as is appropriate.

The 7<sup>th</sup> day of October, 2011.

Ronald G. Baker, Sr., Chair

Grievance Committee

William N. Farrell

Deputy Counsel
State Bar No.
The North Carolina State Bar
P.O. Box 25908
Raleigh, NC 27611
919-828-4620

Attorney for Plaintiff

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INC.

HUD-1 (3-85) RESPA, HB4305.2

# SELLER ADDITIONAL DISBURSEMENTS EXHIBIT

orrower: SOUTH BOUND ENTERTAINMENT, and INC. Seller: ESTATE OF MARK ALAN WESTBROOK

.t Agent: Randolph E. Shelton, Jr.

(910)692-8635

Place of Settlement: 1600 Morganton Road, P-2

Pinehurst, NC 28374

Settlement Date: January 26, 2007

Property Location: BROAD STREET BAR & GRILL

715 SW BROAD, Moore County

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3. CASH ( X FROM) ( TO ) BORROWER		92,200.00	603 CASH / Y.TO V	EDOMINELLED		( 29,473.3 60,525,6
The undersigned hereby acknowledge receipt of a c	ompleted copy	of pages 182	of this statement & anv a	Hachments refered to how	ain.	30,328.5
bottower			Seller	1 8 1/10	V5. K	-66?
SOUTH BOUND ENTER JAIN	MENT/	1	VERT.	TE OF MARK ALAN WES		71
( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( )	4 50 1 K	rye-	/	ノー(ブイン		
INC. \	<del>/</del>	10	( )			
K. T.		•		4 m <sup>1</sup>	F	EXHIBIT B
4					562	

HUD-1 (3-88) RESPA, HB4305.2

L. SCILLEMENT CHARGES		
700. TOTAL COMMISSION Based on Price S @ %	PAID FROM	PAID FROM
Division of Commission (line 700) as Follows:	BORROWER'S	SELLER'S
70°. \$ 10	FUNDS AT	FUNDS AT
702. \$ to	SETTLEMENT	SETTLEMENT
703. Commission Paid at Settlement		
704.		
800, ITEMS PAYABLE IN CONNECTION WITH LOAN		
801. Loan Origination Fee % to		
802. Loan Discount % to		······································
803, Appraisal Fee to		
804, Credit Report to		
805. Lender's Inspection Fee to		
806. Mortgage Ins. App. Fee to 807. Assumption Fee to		
808.		
809.		· · · · · · · · · · · · · · · · · · ·
810.		
B11.		
900. ITEMS REQUIRED BY LENDER TO BE PAID IN ADVANCE		
901. Interest From to @ \$ /day ( days %)		
902. Mortgage Insurance Premiumfor months to		
903. Hazard Insurance Premium for 1.0 years to		
904.		
905.		
1000, RESERVES DEPOSITED WITH LENDER		***************************************
1001, Hazard Insurance @ \$		······································
1002, Mortgage Insurance @ 5 per		
1003. City/Town Taxes @ \$ per		
1005. Assessments @ 5 per		
1006. @ \$ per		
1007. @ \$ per		·
1008. Aggregate Adjustment @ \$ per	<u> </u>	
1100. TITLE CHARGES		
1101, Settlement or Closing Fee to		
1102. Abstract or Title Search to		
1103. Title Examination to	<u> </u>	
1104. Title Insurance Binder to		
1105, Document Preparation to Randolph E. Shelton, Jr.		1,950
1106. Notary Fees to		
1107. Attorney's Fees to Randolph E. Shelton, Jr.	2,200.00	
(includes above Item numbers:		
1108. Title Insurance to		
(includes above item numbers:		
1109, Lender's Coverage \$		***************************************
1110. Owner's Coverage \$		
1111.		
1112.		
1113.		
1200. GOVERNMENT RECORDING AND TRANSFER CHARGES	<u> </u>	
	l T	
, mail 17 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	<del></del>	
1202. City/County Tax/Stamps: Deed Mortgage		
1203. State Tax/Stamps: Revenue Stamps 180.00; Mortgage POC:B180.00	<del>   </del>	
1204.		
1205.	<u> </u>	
1300. ADDITIONAL SETTLEMENT CHARGES	1	
1301. Survey to		
1302. Past Inspedien to	<u> </u>	
1303.		-
1304.		
1305. See addift disb. exhibit to		27,52
1400_TOTAL SETTLEMENT CHARGES (Enter on Lines 103, Section J and 502, Section K)	2,200.00	29,47
By signing page 1 of this statement, the signatories acknowledge receipt of a completed copy of page 2 of this two page-state		
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Certified to be a true copy.

Rändolph E. Shellon, Jr. Settlement Agent

695-0825

## ADDITIONAL DISBURSEMENTS EXHIBIT

Borrower: SOUTH BOUND ENTERTAINMENT, and INC.
Seller: ESTATE OF MARK ALAN WESTBROOK
Settlement Agent: Randolph E. Shelton, Jr.

(910)692-8636

Place of Settlement: 1600 Morganton Road, P-2
Pinehurst, NC 28374

Settlement Date: January 28, 2007

Property Location: BROAD STREET BAR & GRILL

715 SW BROAD, Moore County

PAYEE/DESCRIPTION	NOTE/REF NO	BORROWER	SELLER
BB&T CREDIT LINE 3219			2,324.02
BB&T CREDIT LINE 5228			3,776.26
VAN McCOLL SERVICES-SPORTS PAGE			5,900.00
RANDOLPH E. SHELTON, JR. OPENING CHECKING DEPOSIT			100.00
CRESCENT STATE BANK CREDIT LINE	-		13,099.06
PHIL PETERSON REIMB CREDIT LINE ADVANCES			2,324,02
Total Additional Diabl	reements shown on Line 1305	\$ 0.00 \$	27,523.36